

VOLUME VII

NUMBER 1

DATE 25 January 1978.

CSC/NGB Visit. On 9 January 1978, personnel from the U.S. Civil Service Commission and the National Guard Bureau conducted an audit focusing primarily on Equal Employment in Kentucky NG units at locations in Louisville and Frankfort. Results of this audit has not been received as yet.

Designated New Unit. The 475th Medical Hospital, Ky ARNG, was activated on 21 January 1978 and is located at Boone NG Center, Frankfort, Kentucky. There are two Administrative Supply Technician positions authorized for this unit. The AST, GS-07 position will be filled by Rebecca Coldiron, presently the AST of Det 1, Co B, 1st Bn 149th Inf at Prestonsburg and the AST, GS-05 position will be filled by Roy G. Murray.

<u>Position Vacancies</u>. The following positions are currently advertised. Applications should be received in the TPO not later than closing dates indicated for each position announcement.

GENERAL MECHANIC, WG-5801-09 located at OMS #11, NG Armory, Owensboro, Kentucky. Closing date: 8 February 1978.

COMPUTER OPERATOR, GS-0332-06 located at Ky ANG Base, Standiford Field, Louisville, Ky. Closing date: 8 February 1978.

WAREHOUSEMAN, WG-6907-06 located at UTES #2, KyARNG, Greenville, Kentucky. Closing date: 10 February 1978.

ELECTRONICS MECHANIC, WG-2614-11 located at AASF, Boone NG Center, Frankfort, Kentucky. Closing date: 10 February 1978.

COMMAND ADMINISTRATIVE ASSISTANT, GS-0301-11 located at 149th Armor Bde, NG Armory, Bowling Green, Kentucky. Closing date: 10 February 1978.

ADMINISTRATIVE SUPPLY TECHNICIAN, GS-0301-07 located at Det 1, Co B, 1/149th Inf, NG Armory, Prestonsburg, Kentucky. Closing date: 17 February 1978.

ADMINISTRATIVE SUPPLY TECHNICIAN, GS-0301-07 located at 203d GS Co, NG Armory, Harrodsburg, Kentucky. Closing date: 17 February 1978.

Certificate of Membership - Retirement System. Inclosed is your Certificate of Membership for Civil Service Retirement. This certificate should be shown to your family and kept with your personal files and records.

TECHNICIAN PERFORMANCE RATINGS. Performance ratings for technicians in grade 1 through 4 are due during the month of February. To date there are many performance ratings that have not been received for November. Request these ratings be submitted at once. BE SURE TO CHECK AND SEE IF YOU HAVE SUBMITTED A PERFORMANCE RATING FOR EACH OF YOUR PEOPLE.

ENERGY CONSERVATION SAVINGS TIPS. Here are listed some simple, easy and inexpensive steps you can take even now to help cut home heating costs:

- * Seal off seldom used outside doors against the cold with weatherstripping and heavy plastic.
- * Install heavy plastic inside ill-fitting windows leaving an air space of about 2 inches between the plastic and the glass.
 - * Cover transoms common in so many older homes with plastic to help keep out the cold.
- * Rugs or carpeting serve as insulation and keeps a room warmer, saving fuel and dollars. An old piece of rug or carpet placed over the attic floor or joists can help reduce heat loss through the roof.
- * Be sure the door to the attic, as well as to any unused and unheated room is closed and as air tight as possible.
- * Hang heavy drapery at the head of the stairways to prevent loss of warm air from living areas.
 - * Drapes with foam backing helps keep out the cold.
- * Cover ill-fitting basement windows with plastic or old newspapers; make sure any broken windows in basement or anywhere else in the house is sealed against the cold.

WIND CHILL INDEX. The chart listed below is furnished for your information.

Wind	Actual Thermometer Reading F Degrees							
MPH	40	30	20	10	0	10	20	30
5	37	2.7	16	7	6	—15	26	-35
10	28	16	2	9	-22	-31	-45	58
15	22	11	6	-18	-33	-45	60	70
20	18	3	-9	-24	-40	-52	68	81
25	16	0	-15	-29	-45	58	75	89
30	13	2	-18	33	-49	63	78	94
35	11	-4	-20	-35	-52	67	83	98
40	10	6	-22	-36	54	69	87	-101

If the temperature is 20 degrees and the wind 15 MPH, the effect is equal to exposure to 6 degrees below zero under calm conditions.